

**Village of Bluffton Council Meeting Agenda**  
**Bluffton Town Hall, 3<sup>rd</sup> Floor**  
**154 North Main Street, Bluffton**  
**July 24, 2017**  
**8:00 PM**

**Opening Ceremonies**

Call to Order  
Pledge of Allegiance

**Minutes**

Approval of the minutes for the Bluffton Village Council meeting held on Monday, July 10, 2017.

**Bills**

**Legislation**

**Ordinance No. 09-17      1<sup>st</sup> Reading**

An ordinance authorizing the Mayor to execute an addendum to the contract for the supply of water from the Village of Ottawa to the Village of Bluffton dated December 2, 2005 settling rates paid for water for certain years that have been in dispute and other purposes.

**Resolution No. 15-17      2<sup>nd</sup> Reading**

A resolution finding that the structure located at 145 West Riley Street within the corporate limits of the Village of Bluffton, Ohio be deemed to be insecure, unsafe and structurally defective and authorizing the Village to expend public funds for the demolition and removal of said structure and to thereafter certify the costs incurred by the to be certified to the appropriate county offices for placement upon the tax rolls for recovery and lien against the said real property upon which the structure exists.

**Administrator's Report**

**Mayor's Report**

America in Bloom

**Committee Reports**

Personnel Committee – July 17<sup>th</sup>  
Utility Committee – July 17<sup>th</sup> & 18<sup>th</sup>

**Public Comment**

**Meeting Dates (meetings held at the Town Hall unless otherwise noted)**

Council Meeting – Monday, July 24<sup>th</sup> at 8:00pm  
Update Meeting – K-nine Options – Monday, August 14<sup>th</sup> at 6:00pm  
Council Meeting – Monday, August 14<sup>th</sup> at 8:00pm  
Public Hearing re: Sidewalk Connectivity – Monday, August 14<sup>th</sup> at 8:15pm  
Council Meeting – Monday, August 28<sup>th</sup> at 8:00pm

**Adjournment – Motion and Second**

Mayor Augsburger presiding. Messrs: Burrell, Johnson, Miller, Sehlhorst, Talavinia, and Warren present.

Mr. Talavinia moved, seconded by Mr. Warren to approve the minutes of the regular council meeting held on June 26, 2017 and the special council meeting held on June 14, 2017. Roll Call: Yes (6) Messrs: Talavinia, Warren, Burrell, Johnson, Miller, and Sehlhorst. No (0), motion approved.

Mr. Miller moved, seconded by Mr. Burrell to approve the bills as presented. Total payroll of \$44,349.62 and non-payroll of \$400,480.09. Roll Call: Yes (6) Messrs: Miller, Burrell, Johnson, Sehlhorst, Talavinia, and Warren. No (0), motion approved.

Mr. Johnson moved, seconded by Mr. Warren to add Resolution No. 15-17: A RESOLUTION FINDING THAT THE STRUCTURE LOCATED AT 145 WEST RILEY STREET WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF BLUFFTON, OHIO BE DEEMED TO BE INSECURE, UNSAFE AND STRUCTURALLY DEFECTIVE AND AUTHORIZING THE VILLAGE TO EXPEND PUBLIC FUNDS FOR THE DEMOLITION AND REMOVAL OF SAID STRUCTURE AND TO THEREAFTER CERTIFY THE COSTS INCURRED BY THE VILLAGE TO BE CERTIFIED TO THE APPROPRIATE COUNTY OFFICES FOR PLACEMENT UPON THE TAX ROLLS FOR RECOVERY AND LIEN AGAINST THE SAID REAL PROPERTY UPON WHICH THE STRUCTURE EXISTS. Roll Call: Yes (6) Messrs: Johnson, Warren, Burrell, Miller, Sehlhorst, and Talavinia. No (0), motion approved.

Mr. Warren moved, seconded by Mr. Miller to approve the first reading of Resolution N. 15-17: A RESOLUTION FINDING THAT THE STRUCTURE LOCATED AT 145 WEST RILEY STREET WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF BLUFFTON, OHIO BE DEEMED TO BE INSECURE, UNSAFE AND STRUCTURALLY DEFECTIVE AND AUTHORIZING THE VILLAGE TO EXPEND PUBLIC FUNDS FOR THE DEMOLITION AND REMOVAL OF SAID STRUCTURE AND TO THEREAFTER CERTIFY THE COSTS INCURRED BY THE VILLAGE TO BE CERTIFIED TO THE APPROPRIATE COUNTY OFFICES FOR PLACEMENT UPON THE TAX ROLLS FOR RECOVERY AND LIEN AGAINST THE SAID REAL PROPERTY UPON WHICH THE STRUCTURE EXISTS. Roll Call: Yes (6) Messrs: Warren, Miller, Burrell, Johnson, Sehlhorst, and Talavinia. No (0), motion approved.

Mr. Sehlhorst moved, seconded by Mr. Johnson to adjourn into a public hearing for the 2018 budget. Roll Call: Yes (6) Messrs: Sehlhorst, Johnson, Burrell, Miller, Talavinia, and Warren. No (0), motion approved.

Mr. Johnson moved to exit from the public hearing and return to regular session.

Mr. Miller moved, seconded by Mr. Warren to approve the 2018 budget as presented and submit the budget to the Allen County Auditor's office. Roll Call: Yes (6) Messrs: Miller, Warren, Burrell, Johnson, Sehlhorst, and Talavinia. No (0), motion approved.

The following meetings were included on the agenda and/or scheduled during the meeting:

July 17, 2017	Utilities- W. Elm Waterline Engineering proposals	5:30 PM
July 17, 2017	Personnel	6:30 PM
July 18, 2017	Utilities- West Side Interceptor Change Orders	6:00 PM
August 14, 2017	Update Meeting- K-Nine Options	6:00 PM
August 14, 2017	Council	8:00 PM
August 14, 2017	Public Hearing- Sidewalk Connectivity	8:15 PM

Mr. Sehlhorst moved, seconded by Mr. Burrell to enter into executive session for the discussion of contracts. Council, Mayor, Solicitor, and Village Administrator invited to attend. Roll Call: Yes (6) Messrs: Sehlhorst, Burrell, Johnson, Miller, Talavinia, and Warren. No (0), motion approved.

Mr. Johnson moved to exit from executive session. No action taken.

Mr. Johnson moved, seconded by Mr. Burrell to adjourn.

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MAYOR

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FISCAL OFFICER

VILLAGE OF BLUFFTON  
 JULY 24, 2017 BILLS PAID

Remit To	Description	Amount
Allen Co. Emergency Management	Meter Gas	\$389.60
Bluffton Flying Service	Management Fee	\$5,000.00
Bluffton Stone Co.	Road Maintenance Supplies	\$159.05
Community Markets	Supplies for Welcome Reception	\$23.45
CT Consultants	WEST SIDE INTERCEPTOR CONSULT	\$13,610.00
D & J Golf Carts	New Starter Generator	\$300.00
Andrew R. Davis	Tree Removal	\$175.00
Grainger Inc	Relays- Lift Station	\$201.33
Great Lakes Billing Associates, Inc.	EMS Run Collection Fees	\$655.51
Gerding Ditching	Catch Basin Relocation- Bentley Rd. Amstutz Group	\$2,000.00
Hancock-Wood Electric Co-Op	Electricity	\$183.04
Webb Insurance Agency, Inc.	Annual Property Insurance Premium	\$50,411.00
Jennifer Wilson	Reimburse- Rescue Tube Covers	\$38.57
Riley Creek Sportswear, Llc	Pool Signs	\$78.00
JLF Knockerball	Rental- Foot Darts- National Night Out	\$100.00
Marimor Industries Inc	Secure Shred of Records	\$413.50
Marsh View Enterprises, Inc	Burials & Foundations	\$4,325.00
Nashville Crush Llc	Concert- National Night Out	\$350.00
National Pat Analytical System	BAC Machine Repair	\$293.00
Ohio Electric Control, Inc.	Relays- Lift Stations	\$145.19
OP Aquatics	Chemicals	\$575.21
Village Of Ottawa	Water Usage	\$37,080.27
Perry Corporation	Computer/Copier Support	\$976.33
Promo Hits	Business Cards	\$45.00
Premier Patching Inc	Main Street- Crack Sealing & Spray Patching	\$5,956.50
Rafael Chavez	Town Hall Concert	\$500.00
Sam's Club	Pool Vending Items	\$1,521.32
Shell Fleet Plus	Gasoline	\$1,685.70
Stephens Publishing Co	Water Bottles- NNO	\$512.00
Stump's Fire Extinguisher Co.	Hydrostatic Testing	\$445.00
United States Plastic Corp.	PVC Parts- Lift Station	\$249.09
USA Blue Book	Lift Station Floats	\$386.23
Verizon Wireless	Cellular Phone	\$56.66
		\$128,840.55

**ORDINANCE NO. 09-17**

**AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE AN  
ADDENDUM TO THE CONTRACT FOR THE SUPPLY OF WATER FROM  
THE VILLAGE OF OTTAWA TO THE VILLAGE OF BLUFFTON DATED  
DECEMBER 2, 2005 SETTLING RATES PAID FOR WATER FOR CERTAIN  
YEARS THAT HAVE BEEN IN DISPUTE AND OTHER PURPOSES**

**WHEREAS** the Village of Bluffton and the Village of Ottawa have a mutually beneficial contract for the providing of potable water from the Village of Ottawa to the Village of Bluffton dated December 2, 2005 and the parties have found certain issues need addressed and clarified to make the contract more just and equitable for both contracting parties;

**BE IT THEREFORE ORDAINED BY THE COUNCIL OF THE VILLAGE  
OF BLUFFTON, OHIO THAT:**

**SECTION 1.** The Mayor is authorized to enter into the attached addendum to the contract between the Village of Bluffton and the Village of Ottawa dated December 2, 2005.

**SECTION 2.** That the parties agree that Bluffton has paid Ottawa for water for all contract years before 2017. The Village of Bluffton owes no other money for water and those payments constitute a full accord and satisfaction of that matter. The parties also agree that there are no penalties or interest owed for any prior years. The parties also agree that the 2017 rate for water is \$2.29/100 cubic feet.

**SECTION 3.** That is found and determined that all formal actions of the Council concerning and relating to the adoption of this ordinance were made in open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in accordance with all legal requirements of the Open Meetings Law including Section 121.22 of the Ohio Revised Code.

Passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2017 by the Council of the Village of Bluffton, Ohio by the following vote:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Mayor

Approved as to form:

\_\_\_\_\_  
F. Stephen Chamberlain Village Solicitor

#### CERTIFICATION

The undersigned hereby certifies that the within is a true and correct copy of Ordinance No. \_\_\_\_\_, passed by the Council of the Village of Bluffton, Ohio on the \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Fiscal Officer

## ADDENDUM TO CONTRACT

WHEREAS: Article Six – 11 states “That any and all capital improvements made to the water system that are financed shall be recorded and accounted for only in the Water Debt Service accounts of Exhibit “B” and Water Capital Outlay shall only record those expenditures for capital NOT financed.” And;

WHEREAS: The Contract does not contain a definition of Capital Purchases; and

WHEREAS: Bluffton and Ottawa agree that the following shall be an addendum to the contract.

The following shall be added to Article One Definitions:

1. **Capital Purchases:** A capital purchase is a purchase of lands, buildings, furniture or equipment with an estimated life of five years or more, and a value of over \$500.00. Individual purchases are not to be aggregated unless they are a part of one project. The threshold value of a purchase to be considered a Capital Purchase shall correspond with the threshold for Capital Purchases as set by the Auditor of the State of Ohio (Auditor). The threshold shall be indexed up or down according to changes made to the threshold by the Auditor. As of the time of the signing of this Addendum, the Auditor’s threshold to qualify as a Capital Purchase is \$500.00 with a useful life of 5 years. Purchases below the Auditor’s threshold for Capital Purchases shall be expensed as supplies.

2. **Cost To Qualify For Financing:** In order to qualify to be classified as a financed project the project cost must exceed \$75,000.00 unless otherwise agreed in writing between Bluffton and Ottawa. The threshold of \$75,000.00 shall be in effect as of the date of the signing of this Addendum. The threshold of \$75,000.00 shall be adjusted annually starting in 2023, for inflation using the U.S. Department Of Labor Bureau of Labor Statistics Consumer Price Index, All Urban Consumers – (CPI- U), U.S, city average, all items. The threshold adjustment shall be made and put into effect and the beginning of each new fiscal year. The adjustments made pursuant to this provision shall not be compounded.

3. **Cost:** means total cost of an asset or project regardless of the source of funding. Cost would include, but not be limited to cash, grants, loans gifts or donations. If the cost of a Capital Purchase is under the threshold to be considered a Cost to Qualify for Financing, the cost shall be accounted for under the accounting category “Capital Outlay”. If the cost of a Capital Purchase is over the threshold for a Cost to Qualify for Financing, it

shall be account as financed. If Ottawa chooses not to finance a project over the Cost to Qualify for Financing Threshold, Ottawa may elect to self-finance the Capital Purchase. When a Capital Purchase or project is self-financed by Ottawa, the cost of the Capital Purchase or project shall be amortized over a five year period using an interest rate equal to the 10 year U.S. Treasury not rate (3.2% at June 28, 2013). The annual principle and interest payments will be entered under the “Water Debt Service” section of Exhibit B of the contract.

Bluffton and Ottawa agree to an exception to the preceding paragraph. The exception is for the EPA mandated PAX system which is needed to lower the TTHM’s in the water. A new Exhibit F shall be added to the contract. The Village of Bluffton and Ottawa agree that the maintenance expenses as summarized therein for the Clearwell, the East Tower and the West Tower shall be included in the “Water Supply” section of Exhibit B for the following amounts and years:

2017	\$79,362.00
2018	\$79,362.00
2019	\$79,362.00
2020	\$88,048.00
2021	\$88,048.00
2022	\$88,048.00
2023	\$97,646.00
2024	\$97,646.00
2025	\$97,646.00
2026	\$108,263.00

No other cost or expense for the PAX system shall be included in Exhibit B of the contract.

**RESOLUTION NO. 15-17**

**A RESOLUTION FINDING THAT THE STRUCTURE LOCATED AT 145 WEST RILEY STREET WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF BLUFFTON, OHIO BE DEEMED TO BE INSECURE, UNSAFE AND STRUCTURALLY DEFECTIVE AND AUTHORIZING THE VILLAGE TO EXPEND PUBLIC FUNDS FOR THE DEMOLITION AND REMOVAL OF SAID STRUCTURE AND TO THEREAFTER CERTIFY THE COSTS INCURRED BY THE TO BE CERTIFIED TO THE APPROPRIATE COUNTY OFFICES FOR PLACEMENT UPON THE TAX ROLLS FOR RECOVERY AND LIEN AGAINST THE SAID REAL PROPERTY UPON WHICH THE STRUCTURE EXISTS**

**WHEREAS** the Village of Bluffton has conducted inspections of the structure located at 145 West Riley Street, Bluffton, Ohio and that the said inspections have revealed that the structure is insecure, unsafe and structurally unsound, and;

**WHEREAS**, notice of the condition has been provided to the owner of the said property at least 30 days prior to this action by council, and;

**WHEREAS**, the owner of the said property has been provided a full and fair opportunity to make needed repairs, but the only cost effective way to alleviate the nuisance is to demolish the property.

**BE IT THEREFORE RESOLVED BY THE COUNCIL OF THE VILLAGE OF BLUFFTON, OHIO THAT:**

**Section 1.** That the Mayor and Village Administrations is hereby authorized to enter into a contract for the demolition of the structures located on 145 West Riley St., Bluffton, Ohio at the earliest opportunity.

**Section 2.** That the Council of the Village of Bluffton, Ohio finds and determines that the structure on 145 West Riley Street is insecure, unsafe and structurally unsound. That notice has been provided to the owner thereof more that 30 days prior to the enactment of this resolution and that this action is within the powers of the Village of Bluffton Ohio pursuant to Ohio Revised Code Section 715.26(B).

**Section 3.** That is found and determined that all formal actions of the Council concerning and relating to the adoption of this ordinance were made in open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in accordance with all legal requirements of the Open Meetings Law including Section 121.22 of the Ohio Revised Code.

Passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2017 by the Council of the Village of Bluffton, Ohio by the following vote:



Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Mayor

Approved as to form:

\_\_\_\_\_  
F. Stephen Chamberlain  
Village Solicitor

## **Administrator's Report**

**July 24, 2017**

**To: Council Members**

### **Street Maintenance**

Pavement milling: E. College from Main St. to Albert St., and S. Jackson St. from Kibler St. to the Parkview Subdivision have both been milled in preparation for pavement resurfacing.

Crack Sealing: S.R. 103/Main St. has been completed by Premier Patching. Areas needing crack seal along S.R. 103 will be spray patched in August.

**College & Main St. Intersection Improvements:** Scheduled for the week of July 31 – Aug 4: The crosswalk removal/widening along with additional parking spaces from College to Grove St. will be completed by Zimmerman Painting. The Village Service Department will be installing the Rectangular Rapid Flashing Beacon Systems and associated signs.



**Sidewalk Connectivity Project:** Mailings to all residents affected by the proposed sidewalk connectivity projects were mailed out Tuesday, July 11<sup>th</sup>. A public hearing has been scheduled for Monday, August 14<sup>th</sup> at 8:15pm.

### **Street Sweeping**

Progressive Sweeping Contractors Inc. completed the sweeping of the village streets July 14<sup>th</sup>

### **Sludge Hauling**

Sludge hauling rescheduled to start Monday, July 24<sup>th</sup>.

## **Service Department**

Sampling of work accomplished:

Mow parks and treatment plants

Pick up brush piles

Sewer camera work, tap locate, Swiss Circle

Load mulch, push back brush pile

Trim back tree lawn tree

Mosquito spray

Weed whack sidewalks, curbs and gutters, also at parks

Pick up trash and clean restrooms at parks

Clean off catch basin grates

Meter reads

Pick up signage for pool

Equipment maintenance

Spray for weeds curbs and gutters, also at parks

Cut tree on Harmon Road

Set out barricades and traffic cones for flooded areas

Filled and set out sand bags

Water sampling

Troubleshoot and repair lift stations

Pick up trash at cemetery

Check water leak

Weed whack water towers, water plant, and booster station

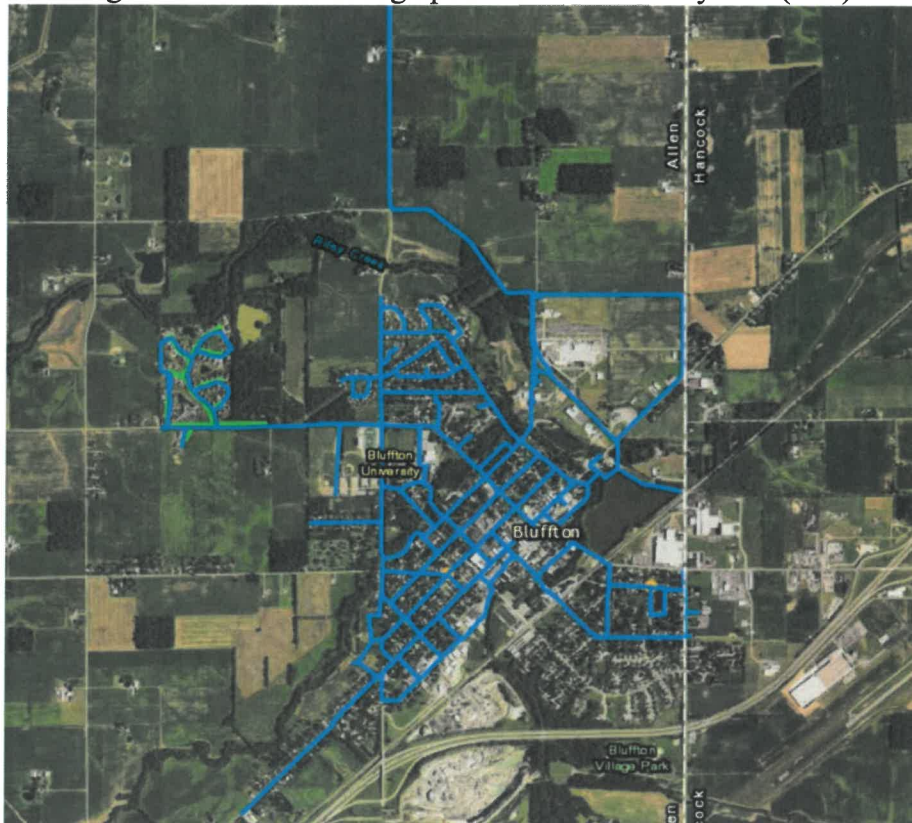
Rebuild automatic control valve at water plant

Clean up debris from flooding in the parks

Paint the legacy doors at the town hall

Investigate water surcharging from drain pipe

Locating water assets for Geographical Information System (GIS)



## Asset Management of the Village Water System

Legislation introduced this spring has passed the Ohio General Assembly and is currently awaiting the governor's signature. The bill basically requires the village to perform asset management duties to the extent that requires the implementation of a geographical information system (GIS). I have highlighted a breakdown of the asset management program to be implemented. These items are important for short and long-term planning and emergency preparedness. It is very difficult to come to a useful capital improvement plan without knowing what we currently have and what its condition/useful life is. Implementation is to be completed October 1, 2018.

The first step is the creation of a village water system asset inventory. It should comprise of purchase source, water tanks, master meters, water lines, valves, and hydrants. Each individual asset needs its own unique asset identification number. Each asset will have its own set of attributes—information useful for prioritizing work on the system and planning future needs. Asset attributes should include but not be limited to: type of asset, capacity or size, material, install date, current condition, and estimated useful life. Work history for each asset should include inspection dates, cleaning or repair dates, and for valves and hydrants, exercise dates. Along with the work history we should be able to indicate not only the date, but who did the work and what the associated cost was to do the work.

Sec. 6109.24 ( A) The director of environmental protection shall adopt, and may amend and rescind, rules pursuant to section 6109.04 of the Revised Code establishing requirements governing the demonstration of technical, managerial, and financial capability for the purposes of this section.

( B)(1) A public water system shall demonstrate the technical, managerial, and financial capability of the system to comply with this chapter and rules adopted under it by implementing an asset management program not later than October 1, 2018.

(2) Notwithstanding division (B)(1) of this section, the director may require a public water system to complete an asset management program prior to October 1, 2018.

(3) A public water system shall include in the asset management program all of the following:

- (a) **An inventory and evaluation of all public water system assets;**
- (b) **Public water system operation and maintenance programs;**
- (c) **A public water system emergency preparedness and contingency planning program;**
- (d) **Criteria and timelines for public water system infrastructure rehabilitation and replacement;**
- (e) **Approved public water system capacity projections and public water system capital improvement planning;**
- (f) **A long-term funding strategy to support the public water system's asset management program implementation.**

Reference:

[http://search-prod.lis.state.oh.us/solarapi/v1/general\\_assembly\\_132/bills/sb2/EN/05?format=pdf](http://search-prod.lis.state.oh.us/solarapi/v1/general_assembly_132/bills/sb2/EN/05?format=pdf)





# You Are Invited!!!

4<sup>th</sup> Annual National Night Out Celebration  
Tuesday August 1<sup>st</sup> 6pm-9pm

Hosted by Bluffton and Pandora Police  
Departments with Fireworks by the  
Bluffton Chamber of Commerce

Residents of Bluffton, Pandora, Beaverdam and the surrounding area are invited to our 4<sup>th</sup> Annual National Night Out celebration at the Bluffton Community Swimming Pool. There will be free pool admission all day and our event will be from 6pm to 9pm that night. National Night Out is a nationwide event in its 34<sup>th</sup> year and is held on the first Tuesday in August annually. The purpose of National Night Out is to build strong partnerships between the police departments and the communities they serve so please come and interact with your local officers.

The Bluffton, Beaverdam, and Pandora Fire and EMS departments will also be participating in this event. There will be activities for those in attendance and a **FREE MEAL** and **SNACKS** will also be provided.

- \*Food as available beginning at 6
- \*Snow Cones
- \*Ice Cream/Root Beer Floats
- \*Touch a Truck Display
- \*Bounce Houses
- \*Handouts
- \*More
- \*Popcorn
- \*Fire Truck Rides
- \*Hose Bowling
- \*Face Painting
- \*Mini-Golf
- \*Foot Dart Competition

**Chamber of Commerce FIREWORKS AT 9:30!!**

**Nashville Crush Trio playing 7:45pm-9:15pm**

(Patriotic Music will be broadcast on Bluffton University Radio Station 96.1 FM)

\*\*\*RAIN DATE WEDNESDAY AUGUST 2<sup>nd</sup>\*\*\*